



## Employment Opportunity

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| <b>Location of Job:</b>       | Malone, NY Franklin County  |
| <b>Employer:</b>              | Behavioral Health Services North, Inc   |
| <b>Program Name:</b>          | Healthy families Clinton/Franklin   |
| <b>Job Title:</b>             | Home visitor (dual role FSS/FRS)  |
| <b>Description of Duties:</b> | <p>Summary of Position: Provides ongoing home visits to families in the North Country to assess the needs for services, identify risk indicators as well as to provide ongoing support that provides a structure during each home visit using strength based approach and a research based curriculum</p> <p>Supervisory Responsibilities: N/A</p> <p>Essential Duties &amp; Responsibilities:</p> <ul style="list-style-type: none"> <li>• The Home Visitor (HV) will be trained to conduct community outreach and assessments.</li> <li>• The HV is expected to conduct regular ongoing home visits to families living in the North Country.</li> <li>• The HV is responsible for collecting referrals from all community partners.</li> <li>• Maintain an updated list of resources for families.</li> <li>• The HV is responsible for all documentation that it's involved when completing an assessment (KEMPE, narrative, Pre-assessment forms, etc.).</li> <li>• The HV is also responsible for maintaining a caseload of up to 20 families.</li> <li>• The HV will be trained to use the Integrated Strategies and Growing great kids curriculum as well as other required trainings that will support the team in meeting training standards.</li> <li>• The HV will conduct home visits on a regular basis following the prescribed leveling system provided by the program's policies and procedures.</li> <li>• The HV will conduct QA reviews to participant's files to ensure all documentation adheres to HFA and HFNY standards.</li> <li>• The HV will meet with the supervisor once per week for a minimum of 2 hours for "regularly scheduled and protected</li> </ul> |

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|                                | <p>supervision" • The HV will participate in community events as part of a larger outreach effort. • Meets with FAW Supervisor weekly to assign screen referrals and set assessment goals for the week • Meets with FAW supervisor to discuss documentation of KEMPE tool. • Attends staff meetings • Ensures that documentation of services provided meet all HFNY standards and as per HFA Best Practice Standards • Consistently follows program specific, HFNY multisite and agency policies and procedures. • The HV will track outcomes and targets met by each family • The HV will meet or exceed the required performance standards for the program • Performs other related duties as assigned in a timely manner</p> <p>SUPERVISION RECEIVED. Ongoing supervision will be provided by the Program Supervisor to include weekly meetings, oversight of documentation and records and attention to personal growth and development</p> |
| <b>Hours:</b>                  | Monday-Friday, 8:30 a.m.- 4:30 pm Some flexibility of this schedule may be required to accommodate home visits (after 5:00 PM and/or Saturdays). There is also part time available which would be 20 hrs per week.  |
| <b>Salary:</b>                 |   |
| <b>Minimum Requirements:</b>   | <p>Qualifications/Requirements: Minimum Qualifications: A high School diploma plus some experience providing services to children and families. Experience in home visitation program or in providing home based services preferred ♣ Demonstrates knowledge of local resources ♣ Must have a telephone ♣ Valid NYS driver's license and reliable transportation required ♣ Ability to work flexible work schedule</p> <p>Educational Requirements: 1. Bachelor's degree in social work, psychology or health related fields. 2. Two years' experience working with overburdened families.</p> <p>THIS POSITION REQUIRES A CRIMINAL BACKGROUND CHECK. THIS POSITION PROVIDES CARE TO CHILDREN, THE DEVELOPMENTALLY DISABLED, AND DISABLED ADULTS. THIS POSITION IS SUBJECT TO FEDERAL AND STATE PRIVACY REGULATIONS. Valid New York Driver License, reliable vehicle and current auto insurance</p>   |
| <b>Preferred Requirements:</b> | A bachelor's degree is preferred or appropriate area of specialization and three years of appropriate experience or a high school diploma and seven years of appropriate experience. Appropriate college coursework may substitute at an equivalent rate for the required experience.   |

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| <b>Contact Information:</b>  | HR@bhsn.org<br>www.bhsn.org |
| <b>Deadline for Resumes:</b> | Until filled                |